



## Life Church School Absence Request Form

Prior approval for an absence is requested so that teachers can adjust their schedule, if necessary. Students are required to make arrangements with each teacher and complete all assignments. After completing the top portion, submit this form to the office for principal review. If approved, he will sign and return it to the student to get signatures from each affected teacher. Form must be returned, with all signatures, to the school office.

Date of Absence: \_\_\_\_\_

Name of Student: \_\_\_\_\_

Reason for Absence: \_\_\_\_\_

Signature of  
Parent or Guardian: \_\_\_\_\_

Today's Date: \_\_\_\_\_  
\_\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
☐ Turn in homework before absence ☐ do make-up work

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
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